



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY
AUDITOR-CONTROLLER

June 21, 2001

TO: Audit Committee

FROM: J. Tyler McCauley
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY CITIZENS'
ECONOMY AND EFFICIENCY COMMISSION**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) that the sunset review date for the Los Angeles County Citizens' Economy and Efficiency Commission (Commission) be extended to July 1, 2006.

BACKGROUND

The Citizens' Economy and Efficiency Commission was established and has been continued by Board order pursuant to Chapter 3.16 of the Los Angeles County Code. The Board approved sunset date for the Commission is July 1, 2001. The Commission's mission is to examine functions of County government at the request of the Board or on its own initiative, and to submit recommendations to the Board to improve local government economy, efficiency and effectiveness.

The Commission consists of twenty-one members; four appointed by each Supervisor and the Los Angeles County Grand Jury's preceding years Foreperson. Members serve without compensation. The Commission holds a maximum of twelve meetings per year. Presently, there is one vacancy.

JUSTIFICATION

The Commission was formed and continues for the purpose of improving County government economy, efficiency and effectiveness. It encourages community involvement in local government decision-making and provides the Board with citizen input on policy and operational issues facing the County. In addition, the commissioners are involved in task forces that meet on an as-needed basis, usually monthly, in addition to their regularly scheduled meetings.

During this review period, the Commission conducted several studies and issued reports that had a significant impact upon the management and operations of County government. For example, the Commission issued a report on the relationship between the County and State government. The Board agreed that the Commission, along with the Chief Administrative Office (CAO), should implement several of the recommendations contained in the report. As a result, the Commission and the CAO are currently examining property tax allocations and sales tax distribution options available to the County.

In addition, the Commission issued a report analyzing the Internal Services Department's (ISD) restructuring actions taken as the result of previous Commission and CAO recommendations. This report included an analysis of how ISD was impacted by these recommendations, an evaluation of actions taken by ISD and recommendations for ISD policy and operational improvements.

During this review period, the Commission also received awards from the National Center for Public Productivity Award for exemplary State and local programs, the Public Employees' Roundtable Award for public service excellence and the Governmental Research Association Award for effective citizen education.

The Commission is currently working on several projects, including reviews of the Independent Living Program within the Department of Children and Family Services and Alternatives for Improving the Economic Development within Los Angeles County. In the future, the Commission plans to follow-up on past efforts and increase its focus to improve County government economy, efficiency and effectiveness. In addition, the Commission will continue to respond to specific Board assignments, as well as focus on issues it believes are critical to the County.

Please call me if you have any questions, or you may call DeWitt Roberts at (213) 974-0301.

JTM:DR:JS
Attachments

c: Robert H. Philibosian, Chairman, Citizens' Economy and Efficiency Commission
Bruce J. Staniforth, Executive Director, Citizens' Economy and Efficiency Commission

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY CITIZENS' ECONOMY AND EFFICIENCY COMMISSION
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

Stated mission is as set forth in the ordinance creating the Commission.

CONCUR

Section 1. Relevancy. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The Commission continues to promote improving the economy, efficiency and effectiveness of County government through its various studies. **RELEVANT**

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

Meetings are required and held monthly. Average attendance has been approximately thirteen commissioners per meeting. **SATISFACTORY**

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

During this review period, the Commission conducted several studies and issued reports that had a significant impact upon the management and operations of County government, including:

- A study of the relationship between the County and State government and published a report on its findings. The Board agreed that the Commission, along with the Chief Administrative Office (CAO), should implement several of the recommendations contained in the report. As a result, the Commission and the CAO are currently examining property tax allocations and sales tax distribution options available to the County.
- A report analyzing the Internal Services Department's (ISD) restructuring actions taken as the result of previous Commission and CAO recommendations. This report included an analysis of how ISD was impacted by these recommendations, an evaluation of actions taken by ISD and recommendations for ISD policy and operational improvements. **SIGNIFICANT**

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

As the County faces fiscal uncertainties in future years, it will need to find ways to improve the economy, efficiency and effectiveness of its operations. In the future, the Commission plans to follow-up on past efforts and increase its focus on issues designed to improve County government. In addition, it will continue to respond to specific Board assignments, as well as focus on issues it believes are critical to the County. **RELEVANT**

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

The Commission does not have a separate budget and members serve without compensation. The Board Executive Office provides funds for the Commission's Executive Director's salary and for supplies. Studies of specific department operations are generally funded by these departments. **WARRANTED**

Section 7. Recommendation:

EXTEND THE SUNSET REVIEW DATE FOR THE CITIZENS' ECONOMY AND EFFICIENCY COMMISSION TO JULY 1, 2006.

**SUNSET REVIEW EVALUATION FORM
FOR USE BY
COMMISSIONS, COMMITTEES AND TASK FORCES**

Organization Name: Citizens' Economy and Efficiency Commission

Contact Person: Bruce J. Staniforth, Executive Director, 974-1491

Mission: The Economy and Efficiency Commission is created to examine any function of County government at the request of the Board of Supervisors, on its own initiative, or as suggested by others. The Commission will conduct reviews of all aspects of local government management, operations and policies. After these reviews, the Commission will submit recommendations to the Board with the objective of improving the economy, efficiency and effectiveness of local government.

Requested Sunset Date: July 1, 2006

**ORGANIZATION'S
SELF EVALUATION
July 1, 1997 to July 1, 2001**

REVIEW COMMENTS

Section 1. How does the mission of the organization remain relevant in the current County environment?	
<p>The Commission strongly believes that the Economy and Efficiency Commission contributes perspectives and insights that are not available from the professional bureaucracy of the County. The Commission has the unique capability to contribute to the improvement of County operations. Given the present and potential organizational and fiscal problems facing the County, the contributions of the Commission have made increasingly valuable improvements to County policy, organization, operations, management, and cost effectiveness.</p>	
Section 2. Meetings and Attendance.	
<p>Meetings: Required: Monthly</p> <p>Scheduled: 12 Per Year Held: (4/00-4/01) - 11</p> <p>Date of last meeting: April 5, 2001</p> <p>Average attendance Per meetings: 14</p> <p>Membership: 21 positions, 20 currently appointed</p> <p>Note: Commissioners will often attend Task Force meetings in addition to the regularly scheduled Commission meetings noted above. In the course of a project these meetings are frequently held several times a month.</p>	

**SUNSET REVIEW EVALUATION FORM
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Organization Name: Citizens' Economy and Efficiency Commission

Section 3. Identify the organization's accomplishments (output/products).

Products Since Last Reporting Period:

- Accountability and Municipal Service Delivery to Unincorporated Areas
- Internal Services Department (ISD) Restructuring Review
- Synopsis of Publications, Citizens' Economy and Efficiency Commission
- Review of the Relationship between Los Angeles County and State Government
- An Investigation into the Processing of an Employee Suggestion
- Synopsis of Publications, Citizens' Economy and Efficiency Commission
- Evaluation of Receivables Tracking and Collections System: A Blueprint for Change
- Citizens' Economy and Efficiency Commission Report Writing Guide
- Synopsis of Publications, Citizens' Economy and Efficiency Commission
- A Follow-up Review on the Implementation of the Recommendations made in the Commission Report on Accountability in Municipal Service Delivery

Section. 4. Identify the outcome (results) of the organization's accomplishments during the evaluation period.

The work of the Commission over this period has had a significant impact upon the management and operations of County Government. Of particular note are the reports that were completed in departmental restructuring, policy development, the creation of the Office of Unincorporated Areas Services within the Chief Administrative Office, and revisions to receivables management. A majority of the Commission's recommendations have been adopted by the Board of Supervisors. These actions have enabled the County to reduce costs while increasing efficiency and effectiveness of operations.

**SUNSET REVIEW EVALUATION FORM
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Organization Name: Citizens' Economy and Efficiency Commission

Section 5. What is the organization's objectives for the upcoming evaluation period?

The County faces numerous operational problems that can be positively influenced by the work of the Commission. Specifically, the Commission is currently working on the following projects:

1. A Review of the Bifurcated Structure of the Civil Grand Jury
2. A Review of the Independent Living Program within the Department of Children and Family Services
3. A Review of Alternatives for Improving the Economic Development within the County of Los Angeles
4. The development of additional proposed Commission projects

The Commission anticipates that future action will be taken to both follow-up on past efforts and to increase its focus on Commission identified items designed to improve the efficiency and effectiveness of county government.

In addition to the specific areas identified above:

1. The Commission continues to remain available to the Board to accomplish specific assignments.
2. The Commission will also continue to focus on issues that it believes are critical to the County.

**SUNSET REVIEW EVALUATION FORM
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COMMISSIONS, COMMITTEES AND TASK FORCES**

Organization Name: Citizens' Economy and Efficiency Commission

Section 6. Identify the organizations' use of resources (inputs) over the evaluation period.

	BUDGETED	ACTUAL
DIRECT COSTS:		
Personnel	There is no separate budget for the Economy and Efficiency Commission. Commissioners serve without compensation and are not reimbursed for expenses.	
Services & Supplies		
Travel		
Other		
Total Direct Costs		\$
INDIRECT COSTS		
Personnel	\$	\$
Overhead		
Other		
Total Indirect Costs	\$	\$
TOTAL COSTS	\$ _____	\$
OTHER RESOURCES USED (ADMINISTRATIVE)		

Section 7. Recommendation.

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Los Angeles County Citizens' Economy and Efficiency
Commission

NOMINATED BY		TERM EXPIRES SEPTEMBER 1
Molina	Mr. Roman Padilla (M) 718 North Hyacinth Avenue West Covina, California 91791 Date of Reappointment: 06/13/2000 (B) (626) 332-3466 (R) (626) 339-1005	2001 4th Term
Molina	Mr. Jonathan S. Fuhrman (M) 3220 East Sierra Madre Pasadena, California 91107 Date of Reappointment: 02/01/2000 (B) (818) 551-7041 (R) (818) 449-7655	2001 5th Term
Molina	Ms. Julia Sylva (M) c/o Brand and Farrar 515 South Flower Street, Suite 350 Los Angeles, California 90071 Date of Reappointment: 07/05/2000 (B) (213) 426-6224 (R)	2001 3rd Term
Molina	Vacant (B) (R)	1999
Burke	The Honorable Alfred P. Balderrama (M) Councilmember City of Monterey Park 901 West Newmark Avenue Monterey Park, California 91754 Date of Reappointment: 05/11/1999 (B) (213) 229-0977 (R) (626) 284-6472	2001 5th Term
Burke	David Farrar, Esq. (M) Law Firm of Brand, Farrar, Dziubla & Kolstad 515 S. Flower Street, Suite 3500 Los Angeles, California 90071-2201 Date of Reappointment: 10/05/1999 (B) (213) 426-6269 (R)	2001 4th Term
Burke	The Honorable G. Thomas Thompson (M) P.O. Box 7427 Long Beach, California 90807 Date of Appointment: 11/09/1999 (B) (R) (562) 427-7731	2001 1st Term

(Continued)

TERM EXPIRES
SEPTEMBER 1

NOMINATED BY			TERM EXPIRES SEPTEMBER 1
Burke	Mr. Chun Y. Lee (M) 3440 Wilshire Boulevard, Suite 1214 Los Angeles, California 90036-9657 Date of Reappointment: 11/04/1997	(B) (213) 252-1600 (R) (323) 939-3294	1999 4th Term
Yaroslavsky	Ms. Hope J. Boonshaft (F) Senior Vice President External Affairs Sony Pictures Entertainment 10202 W. Washington Blvd., Thalberg, #1104 Culver City, California 90232 Date of Reappointment: 10/03/2000	(B) (310) 244-6660 (R)	2001 1st Term
Yaroslavsky	Mr. Tony Lucente (M) Corporate Manager Corporate Relations Nissan North America, Inc. Post Office Box 191 Gardena, California 90248-0191 Date of Reappointment: 10/19/1999	Internal Communications (B) (310) 771-2158 (R) (818) 980-2401	2001 2nd Term
Yaroslavsky	Ms. Annie E. Cho (F) Jin Woo Communications Group 19360 Rinaldi Street, #509 Northridge, California 91326 Date of Appointment: 12/19/2000	(B) (818) 970-7052 (R)	2001
Yaroslavsky	Ms. Joanne Baltierrez (F) 1991 Glenoaks Boulevard, #162 San Fernando, California 91340 Date of Appointment: 10/03/2000	(B) (818) 361-1836 (R)	2001
Knabe	Mr. Tony Tortorice (M) 324 Carroll Park West Long Beach, California 90804 Date of Reappointment: 01/30/1996	(B) (213) 236-3210 (R) (310) 438-1550	1997 1st Term
Knabe	Ms. Jaclyn Tilley Hill (F) 346 Salta Verde Point Long Beach, California 90803 Date of Appointment: 11/30/1999	(B) (562) 498-3716 (R)	2001 1st Term
Knabe	Mr. William Petak (M) 6044 Mossbank Drive Rancho Palos Verdes, California 90274 Date of Reappointment: 03/07/2000	(B) (213) 740-4059 (R) (310) 377-3872	2001 3rd Term

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TERM EXPIRES
SEPTEMBER 1

NOMINATED BY

Knabe	Mr. Robert Philibosian (M) Sheppard, Mullin, Richter & Hampton 333 South Hope Street, 48th Floor Los Angeles, California 90071-1406 Date of Reappointment: 03/07/2000	Chairman (B) (213) 620-1780 (R)	2001 5th Term
Antonovich	Royal F. Oakes, Esq. (M) Law Firm of Barger & Wolen 515 S. Flower Street, Suite 3400 Los Angeles, California 90071 Date of Appointment: 09/14/1999	(B) (213) 680-2800 (R)	2001 1st Term
Antonovich	Mr. John C. Crowley (M) 615 Linda Vista Avenue Pasadena, California 91105-1122 Date of Reappointment: 10/19/1999	(B) (R) (626) 795-8221	2001 3rd Term
Antonovich	* Mr. Isaac Diaz Barcelona (M) 38001 26th Street East Palmdale, California 93550 Date of Appointment: 03/06/2001	(B) (661) 266-7289 (R) (661) 273-2113	2001
Antonovich	Mr. H. Randall Stoke (M) 1040 Hampton Road Arcadia, California 91006 Date of Reappointment: 10/05/1999	(B) (R) (626) 447-8922	2001 3rd Term
Board of Supervisors	Mr. Clayton R. Anderson (M) 11755 Spade Spring Canyon Agua Dulce, California 91350 (Retired Foreperson, Grand Jury) (ROTATIONAL) Date of Appointment: 08/01/2000	(B) (661) 268-8932 (R)	2001
	Mr. Bruce J. Staniforth Executive Director Los Angeles County Citizens Economy and Efficiency Commission 500 West Temple Street, Room 163 Los Angeles, California 90012	Contact (B) (213) 974-1491 (R) (805) 984-4116	

* Change
Revised 04/01/2001

**LOS ANGELES COUNTY CITIZENS' ECONOMY AND EFFICIENCY COMMISSION
ATTENDANCE RECORD**

Commissioner	Nominated By	3/31/98	6/30/98	9/30/98	12/31/98	3/31/99	6/30/99	9/30/99	12/31/99	3/31/00	6/30/00	9/30/00	12/31/00	3/31/01	Totals	% Attend
Number of Meetings per Quarter ----->		3	3	2	3	3	3	3	3	3	3	2	3	2	36	
Roman Padilla	Molina	2	2	1	2	2	2	1	2	3	2	1	3	2	25	69%
Jonathan S. Fuhrman	Molina	2	2	1	1	1	2	1	1	1	1	1	2	1	17	47%
Julia Sylva	Molina	3	2	1	2	2	2	1	3	3	3	2	3	2	29	81%
Carol Ojeda-Kimbrough	Molina	1	1	2	3	2	2	2	1						14	61%
Alfred P. Balderrama	Burke	2	3	1	2	0	1	2	2	2	2	1	2	1	21	58%
David Farrar, Esq.	Burke	2	3	1	3	3	2	2	2	3	3	2	2	1	29	81%
Christopher W. Hammond	Burke	1	2	0	0	2	0	1							6	30%
G. Thomas Thompson	Burke								1	2	1	1	2	2	9	64%
Chun Y. Lee	Burke	3	2	1	3	3	2	2	2	3	2	2	3	2	30	83%
Hope J. Boonshaft	Yaroslavsky	1	2	2	1	3	1	2	3	3	3	1	3	0	25	74%
Michael A. Jimenez	Yaroslavsky	1	1	2	3	1	2	2	2	3	1	1			19	100%
David A. Abel	Yaroslavsky	3	3	2	3	3	2	2	2	2	0				22	76%
Tony Lucente	Yaroslavsky	3	2	1	3	3	0	2	3	3	2	2	2	2	28	78%
Annie E. Cho	Yaroslavsky													1	1	50%
Joanne Baltierrez	Yaroslavsky												2	1	3	60%
Tony Tortorice	Dana/Knabe	1	2	0	2	1	0	0	1	2	0	1	0	1	11	31%
Gunther W. Buerk, Ph.D.	Dana	2	2	2	3	2	2								13	76%
Jaclyn Tilley Hill	Knabe								1	3	3	2	3	2	14	88%
William Petak	Dana/Knabe	2	2	0	2	2	1	0	3	3	1	1	2	2	21	58%
Robert Philibosian	Dana/Knabe	2	2	0	3	3	2	1	2	3	3	1	3	2	27	75%
Richards D. Barger	Antonovich	1	2	2	1	1	1								8	47%
Royal F. Oakes, Esq.	Antonovich								3	3	2	1	1	2	12	75%
John C. Crowley	Antonovich	2	2	2	2	3	1	2	3	3	1	1	2	2	26	72%
Marc A. Seidner	Antonovich	0	1	1	0	0	1	1	1	2	0	2	1		10	29%
H. Randall Stoke	Antonovich	2	2	1	3	3	2	2	2	3	2	2	3	2	29	81%
Jeanne L. Kennedy	Board							1	3	3	3				10	83%
Benjamin F. Breslauer	Board	2	2	1	3	2	2								12	71%
Clayton R. Anderson	Board											1	3	2	6	86%
Totals		38	42	24	45	42	30	27	43	53	35	26	42	30	477	

Average Attendance per Meeting -----> **13.3**